

Regulations for Temporary Signage

What types of temporary signs are prohibited?

- C All temporary signs are prohibited unless a required sign permit is obtained.
- C No sign may be placed within or over the public right-of-way and must be at least 7 feet behind it. In general, the right-of-way includes the parkstrip and the sidewalk.
- C No sign may be placed upon a public utility pole, telephone pole, light pole, traffic signal pole, traffic control sign (stop, yield, etc.) or street sign.

Are there certain times of the year that I may display a temporary sign without a permit?

- C Holiday Periods which begin in advance of the listed holidays (eg. 4 days before Valentine's).

Valentine's Day - February	5 days
President's Day - February	5 days
Easter - March or April	5 days
Memorial Day - May	5 days
July 4th	5 days
July 24th	5 days
Labor Day - September	5 days
Thanksgiving - November	7 days
Dec. 10 thru Jan. 2	21 days between

NOTE: Only one banner sign, not to exceed 32 square feet, is allowed during these periods. The sign must be mounted on the building. The sign must be removed by the end of the first working day after the holiday period ends.

What other temporary signs are allowed without a sign permit?

- C Road Construction Periods. Businesses with frontage immediately adjacent to a road right-of-way construction zone may have a 32 square foot banner during periods of construction. The signs must be located on-site and removed immediately upon restoration of traffic flow on the affected rights-of-way.
- C Portable Signs are allowed under the following:
 - a. The sign is entirely outside of roadways, on-site drive isles, landscape areas, or designated parking areas. The signs shall be located on the pedestrian areas abutting the business and within the extent of the business face.
 - b. They shall not be closer than 30 horizontal feet to another commercial sign.
 - c. A 6 foot hard surface clear zone must be maintained around the sign.
 - d. The sign cannot obstruct any pedestrian or wheelchair access from the sidewalk to a transit stop area, designated disabled parking spaces, disabled access ramps, or building exits including fire escapes,
 - e. They shall not exceed 3.5 feet in height, nor be more than 2 feet wide, and the copy on the sign shall not exceed 3 inches in height.
- C Development Identification Signs for future developments being constructed must be removed before final inspection or before permanent signs are installed. The size allowed depends upon the size of the development (See Sandy Development Code, Section 15-10, Sign Ordinance).
- C Real Estate Signs. See Regulations for Estate Signage Information Sheet

What signs are allowed with a permit?

- C Grand Opening Permit. Temporary signs announcing the initial opening of a business, the relocation, or change of ownership of an existing business may be allowed within the first year of operation for a period not to exceed **45 calendar days**. A combination of banners, wind signs, inflatables, beacon lights, portable and mobile signs may be used. The signs must be removed at the end of the 45-day period.
- C Special Promotions Permit. A business may apply for **three (3)** special promotion periods during the calendar year. Each period may not exceed **seven (7)** days in length. A single banner, not to exceed 32 square feet, is allowed during this period. It must be attached to the business structure/lease space. **One (1)** banner is allowed per elevation facing a public street. These periods may run consecutively.
- C Going Out of Business/Bankruptcy Permit. A business may apply for a special permit in order to facilitate the liquidation of inventory for a failing business for a period not to exceed 90 calendar days. This permit is allowed only once for any business license. A single banner or portable sign is allowed during this period.

What is a temporary sign permit?

A temporary sign permit indicates that you have complied with all applicable Sandy City ordinances regarding temporary signs.

What are the steps?

- C Consult with City Staff to resolve any questions regarding your sign request.
- C Submit your completed sign permit application to the Community Development Department in Suite 210 at City Hall.
- C A City Planner will review the application and issue the permit. In most cases, the permit will be issued while you wait. Occasionally, the Zoning Administrator may need to inspect the location prior to issuing the permit.

What must I submit for a Temporary Permit?

- C One copy of the proposed sign and a plot plan showing the location, and method of posting the sign on the property.
- C Completed sign permit application. Be sure to fill-out the temporary sign display dates.
- C Temporary Sign Permit Fees as of July 1, 2003
 - \$20.00 for a seven (7) day permit
 - \$20.00 for a Grand Opening permit
 - \$20.00 for a Going Out Of Business permit

Where can I get more Information?

For more detailed information about temporary signage or other sign questions, you may obtain a copy of the Sandy City Development Code, Section 15-10, Sign Regulations, or contact the Sandy Community Development Department at 568-7269.